

**From:** [Carr, Dorothy](#)  
**To:** [Dangler, Barbara](#)  
**Cc:** [Taylor, Jeremy](#); [Barja, Kyle](#)  
**Subject:** FW: EMPLOYEE SEPARATION CERTIFICATION (Howard Osborne)  
**Date:** Friday, December 28, 2018 10:16:09 AM

---

Here is the employee letter to attach to Howard Osborne's FPPS action.

Thank you,  
Dorothy Carr  
Lead Human Resources Specialist, Executive Resources  
Human Resources Management Division, OARM-RTP  
U.S. Environmental Protection Agency  
Research Triangle Park, NC  
(919) 541-4356 (office)  
(252) 301-4784 (cell)



OFFICE OF ADMINISTRATION AND RESOURCES MANAGEMENT  
RESEARCH TRIANGLE PARK

CONFIDENTIALITY: This communication may contain privileged or other confidential information. If you are not the intended addressee, or believe you have received this communication in error, you may neither copy, disseminate, nor distribute it to anyone else or use it in any unauthorized manner; to do so is strictly prohibited and may be unlawful. If you receive this email by mistake, please advise the sender immediately by using the reply facility in your mail software and delete it from your computer. "Information in this message may be subject to the Privacy Act (5 USC 552a) and should be treated accordingly."

---

**From:** Soward, Ruth-Alene  
**Sent:** Friday, December 28, 2018 10:02 AM  
**To:** Carr, Dorothy <[Carr.Dorothy@epa.gov](mailto:Carr.Dorothy@epa.gov)>  
**Subject:** Fwd: EMPLOYEE SEPARATION CERTIFICATION (Howard Osborne)

As promised.

Ruth Alene Soward, Director  
Office of Resource and Information Management  
Office of the Chief Financial Officer  
U.S. Environmental Protection Agency  
[202-566-0985](tel:202-566-0985) phone; [202-669-1876](tel:202-669-1876) mobile; [202-564-1433](tel:202-564-1433) fax  
Mail Code 2710A

Begin forwarded message:

**From:** "Osborne, Howard" <[Osborne.Howard@epa.gov](mailto:Osborne.Howard@epa.gov)>  
**Date:** December 27, 2018 at 11:47:21 AM EST  
**Subject:** EMPLOYEE SEPARATION CERTIFICATION (Howard Osborne)

As a follow-up to my previous email please note I am separating from the agency effective January 5, 2019. Please review my account(s) for any outstanding balances, credits, unfulfilled requirements or other issues that will need to be resolved by the effective separation date.

My apologies for not capturing the information above in the original request and thank you in advance for your assistance.

Howard Osborne  
Associate Chief Financial Officer  
OCFO

---

**From:** Osborne, Howard  
**Sent:** Thursday, December 27, 2018 11:12 AM  
**To:** OARM-OAM-PURCHASE\_CARD\_TEAM <[OARM-OAM-PURCHASE\\_CARD\\_TEAM@epa.gov](mailto:OARM-OAM-PURCHASE_CARD_TEAM@epa.gov)>; OARM-OA-FMSD-HOB <[OARM-OA-FMSD-HOB@epa.gov](mailto:OARM-OA-FMSD-HOB@epa.gov)>; CINWD Travel <[CINWD\\_Travel@epa.gov](mailto:CINWD_Travel@epa.gov)>; HRPayHelp <[HRPayHelp@epa.gov](mailto:HRPayHelp@epa.gov)>; ethics <[ethics@epa.gov](mailto:ethics@epa.gov)>; sf182grouptraining <[sf182grouptraining@epa.gov](mailto:sf182grouptraining@epa.gov)>; Rhones-Younger, Pamela <[Rhones-Younger.Pamela@epa.gov](mailto:Rhones-Younger.Pamela@epa.gov)>; Jones, Iris <[Jones.Iris@epa.gov](mailto:Jones.Iris@epa.gov)>; hqchemlibraries <[hqchemlibraries@epa.gov](mailto:hqchemlibraries@epa.gov)>; NSI ProgramTeam <[NSI\\_ProgramTeam@epa.gov](mailto:NSI_ProgramTeam@epa.gov)>; Houston, Tiye <[Houston.Tiye@epa.gov](mailto:Houston.Tiye@epa.gov)>; Virden, Latisha <[virden.latisha@epa.gov](mailto:virden.latisha@epa.gov)>; Group Transit <[Transit@epa.gov](mailto:Transit@epa.gov)>; 'OHRLeaveQuestions' <[OHRLeaveQuestions@epa.gov](mailto:OHRLeaveQuestions@epa.gov)>; Bloom, David <[Bloom.David@epa.gov](mailto:Bloom.David@epa.gov)>; Wilson, Rita <[Wilson.Rita@epa.gov](mailto:Wilson.Rita@epa.gov)>; Clarke, Daemion <[clarke.daemion@epa.gov](mailto:clarke.daemion@epa.gov)>; Wright, John <[wright.john@epa.gov](mailto:wright.john@epa.gov)>; Soward, Ruth-Alene <[Soward.Ruth-Alene@epa.gov](mailto:Soward.Ruth-Alene@epa.gov)>  
**Subject:** Separating Personnel Certification Email

I'm in the process of separating from the agency and I'm requesting the applicable certification email from your respective area of responsibility.

Thank you,

Howard Osborne  
Associate Chief Financial Officer  
OCFO